



# Take Charge of Pests:

## *the Integrated Pest Management Way!*

*(Post for use in the Indiana Government Center)*

### 1. PREVENTION FIRST – BE AWARE !

- Please utilize cafeterias for food consumption whenever possible. Keep office areas free of old food, food waste products and dirty dishes that attract pests.
- Liquid and/or food wastes should not be placed in personal trash containers. These wastes should be put into the trash receptacles that are serviced on a daily basis. Keep in mind that some personal trash containers are hidden under desks or in locked offices and may not be serviced on a daily basis.
- Minimize or eliminate plants or other items that may end up as homes for pests. If plants are present, do not empty beverage containers into flower pot dirt. Instead, be sure to empty beverage containers into sinks. If bugs are noticed on a plant, it should be removed immediately.

### 2. TARGET CONTROLS AS NEEDED:

If prevention is not successful and you end up with a pest problem, the next step is to use a targeted bait, trap or powder specifically designed to attract the pest in question. Within the Indiana Government Center complex, contact your Agency's designated Facility Issues Coordinator to request this service.

### 3. BROAD CONTROL AFTER NOTIFICATION:

If prevention and targeted controls do not eliminate the pest problem, then a broader control may be necessary. For example, localized pesticide spraying may be necessary if all other methods have not eliminated the problem. In order to reduce potential pesticide exposure, pre-notification is important so that employees are out of the office during the procedure and also so employees know to cover and clean out their personal items like coffee mugs if needed. If broad controls are used, your Agency's designated Facility Issue Coordinator is asked to pre-notify your Agency's employees after coordinating timing with Facilities Management staff.